

This report shows all the responses to the Fire Risk Assessment survey, including raised tasks.

**Asset ID: 33278**      **31 Milton Court, Nottingham**

## Cover Sheet

Photo



Date of Fire Risk Assessment	30 Jan 2024
Date of Next Fire Risk Assessment	30 Jan 2025
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Fire Risk Assessment	Type 1 (Common Parts - Non Destructive)
Fire & Safety Assessor	Lynn.betteridge@accentgroup.org

**It is sensible to have arrangements in place to ensure the consistency of Fire Risk Assessments in terms of the assessment of risk and mitigations proposed. In this regard Accent peer validate around 20% of reports, which are available within our audit system.**

## The Scheme

Scheme Name	Milton Court
Scheme Address	31 Milton Court, Nottingham
Postcode	NG5 7JB
Region	East
Scheme Manager	Karen Buxton
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Nottinghamshire Fire and Rescue.
Other staff in attendance	Scheme manager.
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Contract Cleaners in common areas

## The Building

Accommodation Type	Commuity Centre with attached Flat
Build Date	Jan 1 1986
Number Of Homes	0
Homes breakdown	
External wall construction	Facing Brick
External wall finish	Facing Brick
Roof construction	Timber
Roof covering	Interlocking Pitched, Plain Pitched
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	1
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	NONE COMMUNITY CENTRE.
Number of External Staircases	None
External Balcony part of escape route?	N/A
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

**Asset ID: 33278**      **31 Milton Court, Nottingham**

Fire Detection and Warning System	Common areas only
Grade of fire alarm	Grade A
Category of fire alarm	LD3
Emergency Lighting Provision	Maintained system - Common areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

### Customers

Number of occupants	Maximum 20
Occupant tenure type breakdown	

### Fire Safety Related Customer Safety Servicing

Overdue communal gas safety checks	0
Overdue domestic gas safety checks	0
Overdue communal electrical condition checks	0
Overdue domestic electrical condition checks	0
Overdue alarm call pull chord tests	0
Overdue communal PAT testing	0
Overdue customer mobility scooter PAT testing	0
Overdue Monthly Emergency Lighting Switch Tests	1
Overdue Annual Emergency Lighting tests	1
Overdue Weekly Fire Alarm Testing	0
Overdue Fire Panel - Six Monthly Testing	1
Overdue Fire Safety Equipment tests	1

### Building Fire Safety Surveys - Communal Doors

Failing Communal Fire Doors	0
Communal Fire doors due for replacement within 5 years	0

### Dwelling Doors

Failing Dwelling Fire Doors	0
Dwelling Fire doors due for replacement within 5 years	0

## Fire Risk Assessment Survey Results

### Scheme and Building Information

Photo



Date of Fire Risk Assessment	30/01/2024
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Risk Assessment	Type 1 Common Parts - Non Destructive)
Quantity	1
Fire & Safety Assessor	Lynn.betteridge@accentgroup.org
Enforcing Fire Authority	Nottinghamshire Fire and Rescue.
Scheme Tel. No	
Other staff in attendance	Scheme manager.
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	Maximum 20
Personal Emergency Evacuation Plans in place	N/A
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	1
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	None Community Centre.
Number of external staircases	None
External balcony part of escape route?	N/A
Unusual features	None

## Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Detection and Warning System	Common areas only
Grade of Fire Alarm	Grade A
Category of Fire Alarm	LD3
Emergency Lighting Provision	Maintained system - Common areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	Yes
Foam Extinguisher(s) present	No
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	Yes
Fire Blanket(s) present	Yes
Fixed Fire Fighting Installations supplied / fitted	No
Dry Riser(s) present	No
Wet Riser(s) present	No
Sprinkler System present	No
Hosereel(s) present	No
Automatic Opening Vent(s) present	No

## Electrical Sources of Ignition

Electrical installation within common areas in good condition and no obvious damage?	Yes
Comment	At time of inspection all electrical equipment in good condition throughout the scheme.
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Date of electrical testing recorded in Active "H" as 5/7/2022. Will be due 2027.
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	PAT text completed and recorded on Active "H" as 19/9/2023. Checked on the day of inspection.
Absence of trailing leads and adapters?	Yes
Comment	No sign of electrical leads or adapters.
Evidence that mobility scooters are not being stored/charged in common areas?	Yes

Comment

The scheme has a internal purpose built scooter store all charging equipment has been PAT tested. 3 scooters on the scheme.

Is there a purpose built mobility scooter store/charging area?

Yes

Comment

Details as above access via external door.

Does the building have a lightning protection system?

No

Comment

## Gas installations

Is there a commercial/domestic gas supply to the scheme?

Yes

Comment

Gas cooker located in kitchen area minimal use on scheme.

Valid LGSR held on file for fixed communal area gas appliances? (Boilers)

Yes

Comment

Gas certificate uploaded to active "H" dated 19/1/2024

Valid LGSR held on file for residential flats that contains gas appliances?

Yes

Comment

Flats have gas supply but not part of this inspection but each flat has Gas Safety cert.

Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results

Yes

Comment

Warden call testing and collecting station so tests completed on system.

## Other Sources of Ignition

Is there a no smoking policy in place, which is enforced and adhered to?

Yes

Comment

Adequate security against arson?

Yes

Comment

Keyfob and secure at time of inspection.

Are refuse/recycling bin areas managed and suitably located?

Yes

Comment

Are there communal cooking facilities at this scheme?

Yes

Comment

Minimal use of kitchen area.

Are reasonable measures taken to prevent fires as a result of cooking?

Yes

Comment

Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly?

Yes

Comment

## Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items?

Yes

Comment

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

Are combustible materials and substances separated from ignition sources and stored appropriately?

Yes

Comment

Furniture/furnishings in good condition, fire retardant/resistant and comply with modern standards and regulations?

Yes

Comment

Fire resistant labels in place.

## Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

## Means of Escape from Fire

Is it considered that the building is provided with reasonable means of escape in case of fire?

Yes

Comment

Escape routes unobstructed and safe to use?

Yes

Comment

Exits immediately openable without a key and/or failsafe's function correctly?

Yes

Comment

Push bar rear of community room.

Reasonable distances of travel where there is a single/alternative direction of travel?

Yes

Comment

Escape routes lead to final exits and open in direction of escape where necessary?

Yes

Comment

## Fire Spread and Development

Is it considered that the compartmentation is of a reasonable standard?

Yes

Comment

There has been considerable compartmentation works carried out and fire stopping, community area has a vaulted ceiling with fire detection.

Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?

Yes

Comment

All finishes will not enable fire spread.

Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?

Yes

Comment

Kitchen has a manual shutter system and was tested on the day of inspection.

As far as can be reasonably ascertained, is the compartmentation within roof spaces of a satisfactory standard?

Yes

Comment

Loft access checked via disabled toilet locked as used as storage.

Loft hatches fire resisting?

No

Comment

Low risk above locked storage area.

As far as can be reasonably ascertained, is the fire stopping above cross corridor fire doors within suspended ceiling void of a satisfactory standard?

N/A

Comment

Do external walls, doors, windows and anything attached to the exterior, limit fire spread?

Yes

Comment

The external walls doors and windows will not propagate fire spread around the envelope of the building.

If Smoke Control Systems (AOV's) are fitted, are the records of annual testing available?

N/A

Comment

Are roller shutter doors that are required to be FR, fire resisting and self-closing?

Yes

Comment

Kitchen shutter manual operation and checked.

## Emergency Escape Lighting

Is the emergency lighting correctly specified and installed as per current standards?

Yes

Comment

Contractor tests and the results monthly and yearly BS 5266.

Emergency lighting units in good condition and securely fixed to walls/ceilings?

Yes

Comment

Records of monthly/annual testing available?

Yes

Comment

The main contractor Tunstalls carrying out the monthly and annual testing of the emergency light system the latest tests are recorded as monthly 2/1/24 and yearly as 19/9/2023 3 hour drop test.



## Fire Safety Signs and Notices

Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?

Yes

Comment

Directional fire escape signage in place and adequate?

Yes

Comment

The escape signage is considered sufficient.

Is there suitable LIFT signage i.e. do not use in case of fire?

N/A

Comment

Do common area fire doors display the correct signage on both sides where applicable?

Yes

Comment

## Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?

Yes

Comment

Is fire detection and warning system appropriate for occupancy and fire risk, as per BS 5839-1:2017?

Yes

Comment

Is the fire detection and warning system maintained/tested and all certificates saved on file?

Yes

Comment

Tunstalls carry out the servicing and alarm testing, the scheme manager carries out a weekly alarm test on a specific time and day.

Fire alarm components in good condition and securely fixed to walls/ceilings?

Yes

Comment

Hold open devices operate at the sounding of the alarm and are in a serviceable condition?

Yes

Comment

Door guards are fitted on someone's.

Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?

Yes

Comment

Is the fire alarm panel remotely monitored, and if so are there records of regular testing?

Yes

Comment

Alarms are tested and monitored and fire panel tested by Tunstalls 6 monthly and uploaded to Active "H" dated 19/9/2023.

## Fire Extinguishing Equipment

**Asset ID: 33278      31 Milton Court, Nottingham**

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?	Yes
Comment	
Portable fire extinguishers - appropriate type/number/position?	Yes
Comment	
Correct signage displayed by each fire extinguisher?	Yes
Comment	
Fire blanket in communal kitchen, secured to the wall, complete with signage?	Yes
Comment	
Dry risers - Inlet/outlet boxes secured and/or securing straps fitted to outlet valves?	N/A
Comment	
Records available of fire fighting equipment servicing within past 12 months?	Yes
Comment	Morgan fire test on annual basis uploaded to Active "H" dated 9/2023 and due 9/2024.

**Management of Fire Safety**

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	Yes
Comment	
Will this FRA be shared will all Accountable Persons for the premises?	Yes
Comment	
How will this sharing be achieved?	Communication with Fire Authority and residents.
Are there other Responsible Persons who share or have fire safety duties in respect of the premises?	Yes
Have all details required by regulations been shared with all other Responsible Persons?	Yes
Comment	
Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?	Yes
Comment	
Will this FRA be shared will all other Responsible Persons for the premises?	Yes
Comment	
How will this sharing be achieved?	All I formation on this scheme is held on Active "H " and M-files,this includes the FRA and residents can access the website for further information.
Is an office or IL scheme being inspected?	Yes
Comment	

**Asset ID: 33278      31 Milton Court, Nottingham**

IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?

Yes

Comment

E learning training completed yearly.

Offices - Are there suitable arrangements for ensuring the premises are evacuated?

Yes

Comment

Offices - Are there suitable arrangements for evacuating disabled people?

Yes

Comment

PEEPS Not required, Community Centre

Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?

Yes

Comment

Only if scheme manager on site monday to Friday.

Offices/IL Schemes - Is there a suitable assembly point?

Yes

Comment

Community room and office full evacuation.

Offices - Are fire drills carried out at appropriate intervals?

N/A

Comment

### **Passenger Lift**

Is the scheme fitted with a passenger lift?

No

Comment

### **Premises Inspection Box**

Is there a premises information box for fire & rescue service use?

No

Comment

There is locked away details for the fire service on attendance controlled by Astraline collecting station.

### **Evacuation Policy**

Are there suitable arrangements for summoning the fire service?

Yes

Comment

Warden call or by 999.

Taking FRA findings, is the evacuation policy appropriate for the scheme as per latest guidance?

Yes

Comment

Only community room so full evacuation

### **Engagement with Residents**

Has information of fire procedures been disseminated to residents?

Yes

Comment

When residents move into the flats they are given fire safety advice and also leaflets and a link into the website to look at the FRA the details will be shared and communicated on request. Community area only.

Is general fire safety information disseminated to residents?

Yes

Comment

Fire routine notices are located in the communal area with advice on the evacuation process this is only a community area not flats on this scheme all flats have there own front door.

## FRA Frequency

Taking the findings of this assessment into account, is the frequency of the FRA correct?

Yes

Comment

## Miscellaneous

Are there any other observations/actions to raise that are not covered above.

No

Are there fire related remedial works required at this property, that will affect the fabric of the building?

No

Comment

Were there any unsatisfactory aspects of the Fire Risk Assessment? (Visible on Building Safety Report).

No

### Risk Calculator - Fire

The following risk estimator is based on the general health and safety risk level estimator contained within BS 8800: 1996. Guide to occupational health and safety management systems.

1. Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from the fire (the probability of ignition) at this building is:

LOW  MEDIUM  HIGH

2. Taking into account the nature of the building, the occupants, the fire protection afforded and any procedural arrangements observed at the time of the assessment, it is considered that the consequences for life safety in the event of a fire would be:

MINOR  MAJOR  CRITICAL

The definition of the above terms is as follows:

**FRA Review Frequency**

<b>MINOR</b>	Outbreak of fire is unlikely to result in serious injury or death of any occupant (other than the occupant sleeping in a bedroom in which a fire occurs).
<b>MAJOR</b>	An outbreak of fire could result in injury of one or more occupants, but is unlikely to lead to fatalities.
<b>CRITICAL</b>	There is significant potential for serious injury or death of one or more occupants.

3. The above estimates are then read into the following matrix table to give the overall risk level for the site:

Fire Hazard	Minor	Major	Critical
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

When the level of risk is established, the action level can be read from the table below:

Risk Level	Guide to actions and appropriate timescales
<b>Trivial</b>	No action is required
<b>Moderate</b>	Efforts should be made to reduce the risk level and this should be carried out within the specified time periods.
<b>Substantial</b>	Considerable resources may have to be allocated to reduce the risk level. It may be necessary to limit the occupation of some parts until urgent remedial action is taken.
<b>Intolerable</b>	The building (or the relevant area) should not be occupied until the risk is reduced.

The Overall Risk Level for this asset is: **Trivial**